

RFP-11-29
Question and Answers
November 12, 2010

Q1. What was the total dollar amount paid to the current vendor in 2007, 2008, and 2009?

A1. Fiscal Year 2007: \$2,481,497.69
Fiscal Year 2008: \$2,767,580.00
Fiscal Year 2009: \$3,498,940.00

Q2. Who is the current vendor?

A2. Indiana Disability Determination Consultants (IDDC)

Q3. How long has the current vendor held this contract?

A3. As a corporation, the current vendor has held this contract for 15 years. Prior to incorporation, several of its current prime vendors had individual contracts with FSSA for this service.

Q4. Can you post online a copy of the current contract?

A4. Current contract and Amendment have been posted as attachments to the Q&A.

Q5. Does the State intend to award one or multiple contracts for this contract?

A5. It is the State's intention to contract in a manner most beneficial to the State.

Q6. What is the current price paid to the vendor for cases reviewed?

A6. See Section 2.5 of the RFP for the baseline cost. Additionally, vendors are paid per "finished" case. They are not necessarily compensated for a "reviewed" case. Please see Attachment B (Sample Contract), Section 1. "Duties of Contractor".

Q7. Who evaluates and audits the Current Vendors Performance and Chart Review? Is this report available?

A7. Individual vendor's performance and chart reviews are evaluated by DDB supervisory staff based on Disability Quality Reviews conducted by SSA Regional Offices and SSA standards. This information is not public record.

Q8. Have there been any recommendations made by the Auditing team or Agency. Can we see these recommendations?

A8. This information is not public record.

Q9. Have there been any sanctions or penalties assessed to the current vendor for performance?

A9. No

Q10. What is the time frame to have cases reviewed? 24 hours, 48 or 72 hours?

A10. Please see Attachment B (Sample Contract), Section 1, "Duties of Contractor".

Q11. How many employees/providers under the Current Vendor are providing Chart Review?

A11. The current vendor has multiple prime vendors. DDB currently utilizes 15.

Q12. What are the number of cases reviewed in 2009, 2008, 2007, and 2006?

A12. There has been an overall increase in the number of case receipts. In Federal fiscal year '09, we cleared 92,707 cases. In FY '10, 112,763 cases were cleared. To date, during Federal fiscal year 2011 (which began October 1, 2010) 10,383 cases have been cleared. Not all of these cases require the review of a psychologist/psychiatrist; and it is difficult to estimate a number or percentage that do, as the workload mix changes from year to year.

Q13. How should experience be listed if it was providing evaluations for the Social Security Administration or Attorneys?

A13. All experience, particularly that in providing evaluations for SSA, should be described as fully as possible to include the type of evaluation provided, for whom, when and how long.

Q14. Will the State or the Social Security Administration provide training to the new vendor employees?

A14. The State will provide new vendor orientation and training on the computer system which is utilized in the review and evaluation of claims.

Q15. Does the State require ongoing or training required by the Social Security Administration seminars as mandated by the Social Security Administration? If so, does the State pay the vendor for employees attending the training? Where is the training located?

A15. Please see Attachment B (Sample Contract), Section 1, "Duties of Contractor".

Q16. Does the State require training for new employees before they can begin providing Case Review? If so, how many hours are required and where?

A16. Yes. However, as a part of training, case reviews are performed under the supervision of DDB Supervisory and Program Staff. Length of training is dependent on many factors but requires a minimum of 6 months. Training is conducted at DDB's office.

Q17. What is the current rate for the vendor's employee attending training?

A17. Please see A15.

Q18. Does the State expect or require the new vendor to provide training to its employees?

A18. A new vendor is not expected to be able to provide the training necessary to perform Social Security Disability chart reviews.

Q19. What is the current cost per case?

A19. See A6

Q20. I am an independent psychologist. Can I bid to provide review of only a certain amount of cases?

A20. Please see Section 2.4 of the RFP. This is applicable to independent psychologists/psychiatrists as well.

Q21. Has the review committee had any recommendations or findings in regards to the current contractor?

A21. Please see A8.

Q22. Is there training available for psychologist who have not provided this service for the Social Security Administration or the State of Indiana, but have reviewed cases for private attorneys?

A22. Please see A14.

Q23. Is there a minimum amount of experience required for each psychologist?

A23. No.

Q24. Is there a MBE/WBE requirement? Is so, what are the percentages?

A24. See Section 1.20 of the RFP.

Q25. It appears that the current RFP is for a two-year period. In the past, RFPs have been for a two-year period with the option of a two-year extension or a four-year period. Does this RFP have an option of an extension?

A25. Any potential renewal years will be discussed during contract negotiations with the selected vendor.

Q26. Under the Evaluation Criteria, step 2, what are the number of points necessary to be considered on the “short list?”

A26. There is no pre-determined number of points. The State will examine all Step 2 scores and find the natural break between vendors.

Q27. Who are the specific people and agencies on the task force that will be evaluating the RFPs? Are the individuals from DDS participating in the determination of the “short list” and making final recommendations?

A27. The evaluation team will consist of various State employees with subject matter knowledge.

Q28. With regard to cost, are there points given if you are below baseline but not at or below 10% discount? How are points distributed in this instance?

A28. Yes. See Section 3.2.3 of the RFP. Points will be awarded in proportion to the percent discount below baseline cost.

Q29. WBE/MBE criteria seems to only apply to subcontractors. However, as our company has only prime contractors (we are all part owners) that are WBE/MBE certified, how are these communicated and evaluated for the proposal?

A29. Question is unclear. Please review Sections 1.20 and 1.21 of the RFP and refer to the MWBE office contact information for more detail.

Q30. What are the estimated number of cases to be completed over the next two years?

A30. Please see A12. However, the number of claims could decrease as they have in the past.

Q31. On the MBE/WBE subcontractor commitment form, who is the “respondent firm,” “representative” and the “authorizing signature?”

A31. The company responding as prime vendor to the RFP, the proposal representative, and the individual authorized to enter the respondent into agreements, respectively.